



OFFICE OF THE CHANCELLOR
UNIVERSITY OF THE PHILIPPINES
OPEN UNIVERSITY

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26 September 2024

PROF. AUGUSTUS C. RESURRECCION

Vice President for Administration
University of the Philippines
Diliman, Quezon City

Through: **MR. ISAGANI L. BAGUS**
Chief Administrative Officer, UP System SPMO


Dear **Vice President Resurreccion**:

The UP Open University (UPOU) is pleased to submit the following:

1. Indicative Annual Procurement Plan for FY2025; and
2. Supplemental Annual Procurement Plan FY2024 (1st Semester)

Thank you.

Very truly yours,


MELINDA P. BANDALARIA
Chancellor



University of the Philippines
OPEN UNIVERSITY

POSTING CERTIFICATION

This is to certify that the University of the Philippines Open University has posted its Indicative Annual Procurement Plan for FY2025 and Supplemental Annual Procurement Plan FY2024 (1st Semester) on its agency website and can be accessible under the Report Category through this link: <https://www.upou.edu.ph/bids-and-awards-committee/> or a conspicuous place within the premises of the Procuring Entity, due to absence of an agency website.

This certification is being issued in compliance with GPPB Circular No. 02-2020, this 26 September 2024.

A handwritten signature in black ink, appearing to read "E. Pamulaklakin".

ELVY A. PAMULAKLAKIN

Head, Bids and Awards Committee Secretariat

UP Open University Supplemental Annual Procurement Plan FY 2024 (1st Semester)

Code (PAP)	Procurement Project	PMO/End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Project)
					Advertisement/Posting of IBRE	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Futon Beds	CDMO	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	GoP	37,000.00	37,000.00		for office use
	Emergency Lights	CDMO	NO	NP-53.9 - Small Value Procurement	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	Income	70,000.00		70,000.00	for office use
	Colored Multifunction Copier	OPA	NO	NP-53.9 - Small Value Procurement	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	Income	500,000.00		500,000.00	for office use
	Water heating devices	CDMO	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	GoP	14,700.00	14,700.00		for office use
	ID Printer	OUR	NO	NP-53.9 - Small Value Procurement	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	Income	120,000.00		120,000.00	for office use
	Consumable items for the ID Printer	OUR	NO	NP-53.9 - Small Value Procurement	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	Income	63,500.00	63,500.00		for office use
	On-site Technical Configuration of Matica Card Printer	OVCFA	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	3,500.00	3,500.00		for office use
	Baby Changing Station	OGC	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	GoP	30,000.00	30,000.00		for office use
	Certificate Jacket	OGC	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	GoP	3,000.00	3,000.00		for office use
	Office Chair	OGC	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	GoP	10,000.00	10,000.00		for office use
	Steel Cabinet	OGC	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	GoP	15,000.00	15,000.00		for office use
	Ink Toner	OGC	NO	Shopping	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	GoP	4,200.00	4,200.00		for office use
	Tripod for Insta 360 camera	CDDTL	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	5,000.00	5,000.00		for office use
	Earhook headset	CDDTL	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	1,000.00	1,000.00		for office use
	Wireless presentation remote clicker	CDDTL	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	2,500.00	2,500.00		for office use
	Printer	SPMO	NO	Shopping	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	12,500.00		12,500.00	for office use
	Rice Cooker	SPMO	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	GoP	5,000.00	5,000.00		for office use
	Housekeeping supplies	CDMO	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	32,700.00	32,700.00		for office use
	Scaffolding	CDMO	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	50,000.00	50,000.00		for office use
	Load cards	OC	NO	NP-53.9 - Small Value Procurement	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	Income	70,100.00	70,100.00		for office use
	AMFM Car Stereo	OC	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	12,000.00	12,000.00		for office use
	Water Analysis for PERMA Garden	FMDS	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	11,000.00	11,000.00		for office use
	Airconditioning Unit	QAO	NO	NP-53.9 - Small Value Procurement	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	GoP	75,000.00		75,000.00	for office use
	Inks and Toner for Brother and HP Printer	FICS	NO	Shopping	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	Income	70,000.00	70,000.00		for office use
	Electric Fan	FICS	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	5,000.00	5,000.00		for office use
	SSD Storage	OVCFA	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	GoP	2,500.00	2,500.00		for office use
	Consumables for ID Card printer	OUR	NO	NP-53.9 - Small Value Procurement	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	Income	117,200.00	117,200.00		for office use
	Laser Printer	ICTDO	NO	Shopping	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	20,000.00		20,000.00	for office use
	Wireless Network Document Scanner	ICTDO	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	45,000.00		45,000.00	for office use
	Data Cabinet	ICTDO	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	10,000.00	10,000.00		for office use
	Storage Box	ICTDO	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	3,000.00	3,000.00		for office use
	Supply of Labor and Materials for the Installation of Feeder Wires at the ICC	CDMO	NO	Competitive Bidding	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	Income	5,628,437.77	5,628,437.77		Supply of Labor and Materials for the Installation of Feeder Wires at the ICC
	Electronic devices/supplies	FICS	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	35,000.00	35,000.00		for office use
	WiFi Router	FMDS	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	21,000.00		21,000.00	for office use
	Tires for vehicle	OC	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	GoP	18,000.00	18,000.00		for office use
	Completion of the Convention Hall of the International Convention Center	CDMO	NO	Competitive Bidding	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	Income	7,878,134.93		7,878,134.93	Completion of the Convention Hall of the International Convention Center
	Additional fund for the Supply of labor and materials for the installation of new partitions and four units of aircons at the Teaching and Learning Hub	CDMO	NO	NP-53.9 - Small Value Procurement	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	Income	58,010.66		58,010.66	Additional fund for the Supply of labor and materials for the installation of new partitions and four units of aircons at the Teaching and Learning Hub
	Additional materials for bricks lay-out at The Walk and at MPH	CDMO	NO	NP-53.9 - Small Value Procurement	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	Income	303,600.00	303,600.00		Additional materials for bricks lay-out at The Walk and at MPH
	Laptop	QAO	NO	Shopping	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	Income	60,000.00		60,000.00	for office use
	Swivel Chair	QAO	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	15,000.00	15,000.00		for office use
	Accommodation	QAO	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	GoP	4,400.00	4,400.00		for office use
	Printing of SARs	QAC	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	GoP	4,800.00	4,800.00		for office use
	Printing of Tarpaullins	QAO	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	GoP	5,000.00	5,000.00		for office use
	Rental of truck	OVCFA	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	GoP	15,000.00	15,000.00		for office use
	Room accommodation of staff members	CDDTL	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	GoP	50,000.00	50,000.00		for office use
	Outdoor lights receptacles and chlorinated rubber paint	CDMO	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	GoP	6,500.00	6,500.00		for office use
	ISO 9001 Documentation Toolkit	OVCFA	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	18,500.00	18,500.00		for office use
	Gimbal Stabilizer	OPA	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	40,000.00		40,000.00	for office use

Camera Flash	OPA	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	20,000.00	20,000.00			for office use
Prime Lens	OPA	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	10,000.00	10,000.00			for office use
Wide Angle Lens	OPA	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	15,000.00	15,000.00			for office use
Zoom Lens	OPA	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	20,000.00	20,000.00			for office use
Virtual Reality Headset	OPA	NO	NP-53.9 - Small Value Procurement	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	Income	200,000.00		200,000.00		for office use
USB Hub	OPA	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	35,000.00	35,000.00			for office use
Creative Assets Subscription	OPA	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	4,000.00	4,000.00			for office use
Full-frame mirrorless camera	OPA	NO	NP-53.9 - Small Value Procurement	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	Income	135,000.00		135,000.00		for office use
Desktop Computer	OPA	NO	Shopping	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	Income	200,000.00		200,000.00		for office use
Wireless mic	OPA	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	10,000.00	10,000.00			for office use
Tablet PC with Pen and Keyboard	OPA	NO	NP-53.9 - Small Value Procurement	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	Income	180,000.00		180,000.00		for office use
Lens adapter	OPA	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	7,000.00	7,000.00			for office use
Camera tripod	OPA	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	10,000.00	10,000.00			for office use
VR Hygiene Mask	OPA	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	7,000.00	7,000.00			for office use
Maxhub	OPA	NO	NP-53.9 - Small Value Procurement	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	Income	400,000.00		400,000.00		for office use
Audio Recorder	OPA	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	10,000.00	10,000.00			for office use
Banner Stand	OPA	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	2,000.00	2,000.00			for office use
Meals for meetings	CDMO	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	20,000.00	20,000.00			for office use
Paper shredder	ICTDO	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	8,000.00		8,000.00		for office use
Electric wire	ICTDO	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	13,500.00	13,500.00			for office use
Electric tape	ICTDO	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	150.00	150.00			for office use
All purpose construction adhesive	ICTDO	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	570.00	570.00			for office use
Plastic moulding 3/4	ICTDO	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	2,100.00	2,100.00			for office use
Amcoo box	ICTDO	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	750.00	750.00			for office use
Power outlet 2 gang	ICTDO	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	3,750.00	3,750.00			for office use
Wireless indoor/outdoor access point	ICTDO	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	10,000.00	10,000.00			for office use
Supply, Delivery and Installation of a Brand New 1-Unit 250kVA, 3Phase, 400V Generator Set - Silent Type with Accessories (including Housing) for the ICC	CDMO	NO	Competitive Bidding	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	Income	12,120,865.07		12,120,865.07		Supply, Delivery and Installation of a Brand New 1-Unit 250kVA, 3Phase, 400V Generator Set - Silent Type with Accessories (including Housing) for the ICC
Supply of Labor and Materials for the Reconditioning of the HVAC System at the ICC	CDMO	NO	Competitive Bidding	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	Income	1,570,420.00	1,570,420.00			Supply of Labor and Materials for the Reconditioning of the HVAC System at the ICC
Leaf blower	CDMO	NO	NP-53.9 - Small Value Procurement	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	Income	208,000.00		208,000.00		for office use
Seedling bags	CDMO	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	4,950.00	4,950.00			for office use
Steel Cabinet	OVCAF	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	GoP	31,500.00	31,500.00			for office use
Network Attached Storage (NAS)	OUR	NO	NP-53.9 - Small Value Procurement	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	Income	95,000.00		95,000.00		for office use
Stationary Desk Bike	FKCS	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	19,000.00	19,000.00			for office use
Toner for HP Smart Tank 615	FKCS	NO	Shopping	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	10,000.00	10,000.00			for office use
Meals and snacks of UPOU anniversary	OC	NO	NP-53.9 - Small Value Procurement	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	Income	345,000.00	345,000.00			for office use
Rental of tables and chairs	OC	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	10,000.00	10,000.00			for office use
Tshirts	OC	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	40,000.00	40,000.00			for office use
Refrigerator	FED	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	GoP	35,000.00	35,000.00			for office use
Sun visor, tint and chamois	OC	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	10,500.00	10,500.00			for office use
Desktop Computer	OUR	NO	Shopping	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	Income	60,000.00		60,000.00		for office use
Repair of Epson L565 printer	OC	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	5,000.00	5,000.00			for office use
Badminton equipment and supplies	OC	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	12,224.72	12,224.72			for office use
Tires for vehicle	OC	NO	NP-53.9 - Small Value Procurement	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	17,920.00	17,920.00			for office use
Toner for Canon 057 image class MF441dw	OVCAF	NO	Shopping	N/A	1st-2nd Qtr	N/A	1st-2nd Qtr	Income	17,000.00	17,000.00			for office use
Tires for vehicle	OC	NO	NP-53.9 - Small Value Procurement	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	Income	54,400.00	54,400.00			for office use
Community Hub Improvement	CDMO	NO	Competitive Bidding	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	1st-2nd Qtr	Income	6,373,000.00	6,373,000.00			Community Hub Improvement
									37,947,383.15	15,438,872.49		22,508,510.66	

Prepared by

 ELVY A. PAMULAKLAKIN
 Head, BAC Secretariat

Noted by

 FRANK G. GARCIA
 Chair, BAC

Approved by

 MELINDA P. BANDALARIA
 Chair, BAC